



**RPM CompleteXPO Services**

*Meeting The Needs of Today's Events!*

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October 28<sup>th</sup>-29<sup>th</sup>, 2009  
 Baltimore Convention Center  
 Baltimore, Maryland

**Booth Cleaning Order Form**

*Return Deadline: October 9, 2009*

**BOOTH CLEANING RATES**

All carpets ordered from RPM CompleteXPO Services are installed clean for your use; however, you may want to order cleaning services for debris created during set-up.

Please choose either **Daily Booth Cleaning** or **One-Time** (before initial opening) **Booth Cleaning** below.

*Our exclusive cleaning contract for this show will not permit other service contractors to provide this service.*

<b>Vacuuming - Daily</b>									
Booth Dimensions		Total Square Feet	X	Advance Rate	or	Standard Rate		# of Days Required	Amount
ft.	ft.		X	\$ 0.34 / sq. ft.	or	\$ 0.40 / sq. ft.	X	2	\$
<b>Vacuuming - Once before Initial Opening</b>									
Booth Dimensions		Total Square Feet	X	Advance Rate	or	Standard Rate	X	# of Days Required	Amount
ft.	ft.		X	\$ 0.39 / sq. ft.	or	\$ 0.45 / sq. ft.	X	1	\$
<b>MINIMUM CHARGE - 100 Sq. ft. per day</b>								<b>Sub-Total</b>	\$
								<b>6% MD Sales Tax</b>	\$
<b>TOTAL AMOUNT →</b>								<b>\$</b>	

**Payment Policy:** Payment in full of Booth Cleaning charges, including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed after the return deadline or at the Service Desk will be invoiced at standard rates. All outstanding invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, Cash, Traveler's checks, Visa, MasterCard, Discover, and American Express accepted.

**Cancellation Policy:** Booth cleaning orders cancelled before the return deadline will be refunded at 100%. Booth cleaning orders cancelled after the return deadline will not be eligible for refund.

Name of Event:	<b>NeoCon East 2009</b>
Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date: